

TECHNICAL PANEL
of the
Nebraska Information Technology Commission
Tuesday, December 14, 2010, 9:00 a.m.
Varner Hall - Board Room
3835 Holdrege Street, Lincoln, Nebraska
PROPOSED MINUTES

MEMBERS PRESENT:

Walter Weir, CIO, University of Nebraska, Chair
Brenda Decker, CIO, State of Nebraska
Christy Horn, University of Nebraska
Kirk Langer, Lincoln Public Schools

MEMBERS ABSENT: Mike Winkle, NET

ROLL CALL, MEETING NOTICE & OPEN MEETINGS ACT INFORMATION

Mr. Weir called the meeting to order at 9:05 a.m. There were four members present at the time of roll call. A quorum existed to conduct official business. Meeting notice was posted to the NITC website and [Nebraska Public Meeting Calendar](#) on November 5, 2010. The agenda was posted to the NITC website on December 10, 2010 and revised on December 13, 2010. A copy of the Open Meetings Act was posted on the South wall of the meeting room.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF OCTOBER 12, 2010 MINUTES

Ms. Decker moved to approve the [October 12, 2010](#) meeting minutes as presented. Mr. Langer seconded. Roll call vote: Decker-Yes, Horn-Yes, Langer-Yes, and Weir-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

ENTERPRISE PROJECT - FINAL REPORTS

Administrative Services-State Personnel - Talent Management Software Solution
Mike McCrory and Dovi Mueller, Administrative Services-Personnel Division

The Talent Management system has multiple components for human capital management. The vendors selected for the project were Cornerstone and Neogov. Since the project went live in June, there have been over 32,000 applications submitted. Agencies have been impressed and thankful for the new system. Prior to developing the project, AS-Personnel solicited the support and needs from agencies. It is an easy web-based application.

The AS-Transportation Service Bureau Defensive Driving Course is available on-line through the Learning Management component. The Red Cross is interested in providing on-line training through the Learning Management component. Some agencies have expressed interest in having certification and/or licensing courses available. The On-Board component will soon go live. The State CIO serves on the project's Action Team that handles technical issues that the project team cannot address.

The Open Enrollment Benefits option is currently being developed. Mr. Weir suggested that the project contact Keith Dietz at University of Nebraska. He has done this work for the University. Another model that is being developed is the Employee Performance Evaluation. The Governor would like the State of Nebraska to have a more centralized process for performance

evaluations. The project has done some testing with the Department of Health and Human Services. Cornerstone will be coming in January to work with the project team.

Ms. Horn asked if there had been tests for accessibility. The testing for 508 compliance will occur in January. Ms. Horn also mentioned the importance of having videos captioned.

The Technical Panel determined that the Project should continue to provide status reports because additional components are still being implemented.

Mr. Weir requested that the project document lessons learned (positive and negative) after each component implementation.

University of Nebraska and State College System - NeSIS and SAP
Don Mihulka, Project Director

Mr. Mihulka distributed a written report to members. NeSIS and SAP have had over 50 consultants and 250 fulltime staff working on the project. There were 8,100 tasks identified at the beginning of the project. There are approximately 92 left to complete. High priorities that the project is currently addressing include:

- EPM Data Warehousing and Reporting
- Year end-processing
- Parent/Guest Access Modification
- Installation and testing of Bundle 19 (maintenance), Bundle 20 (financial aide), and SOA Online application releases 2.05 and 2.1
- Post Implementation Team

Ms. Horn stated that she has concerns regarding accessibility. Penn State is currently going through this issue at their institution. At the University of Nebraska, this continues to be an issue even though there have been discussions with Oracle.

Mr. Mihulka will set up a January meeting with Oracle, project staff and Ms. Horn to address accessibility issues.

Until the accessibility issue is resolved, the Technical Panel requested that the project continue providing status reports.

ENTERPRISE PROJECT - OTHER PROJECT UPDATES

There were no other project status reports.

STANDARDS AND GUIDELINES - SET FOR 30-DAY COMMENT PERIOD *

Mr. Becker stated that the State Government Council has not had the opportunity to review NITC 5-101 and NITC 5-204. To allow for their input, the comment period for these will extend until the end of January.

NITC 3-202: Land Record Information and Mapping Standard (Revised)

The GIS Council has approved the standard for the 30-day public comment period.

NITC 5-101: Enterprise Content Management System for State Agencies

This is a new standard due to the Office of the CIO's Enterprise Content Management project.

NITC 5-204: Linking a Personal Portable Computing Device to the State Email System for Data Classified as "Internal Use Only" or "Unclassified/Public"

The NITC Security Work Group developed the new standard. Mr. Becker noted that Brad Weakly, State Information Security Officer, may make changes to the "Recommendations" section of the attachment. It was recommended that the Agency Director (not a representative) sign the form. Determination of email access and sensitivity matter will be determined at the agency level. It was also recommended to use verbiage that a common user would understand. Mr. Weakly stated this will be a living document as it is being implemented.

Mr. Langer moved to approve [NITC 3-202](#) Land Record Information and Mapping Standard (Revised), [NITC 5-101](#) Enterprise Content Management System for State Agencies, and [NITC 5-204](#) Linking a Personal Portable Computing Device to the State Email System for Data Classified as "Internal Use Only" or "Unclassified/Public" with the recommended changes for the 30-day public comment period. Ms. Horn seconded. Roll call vote: Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

STANDARDS AND GUIDELINES REQUEST FOR WAIVER

Department of Labor request for waiver from requirements contained in [NITC 8-301](#).

Mr. Weakly provided background information to the panel. The Department is requesting a waiver to the password requirements for access to an online service. The requirement that passwords change every 90 days is considered too restrictive for occasional public or business users and the Department is requesting these passwords expire annually. This is a potentially recurring issue. The password requirements for state employees may not be appropriate for other users. After discussion it was determined that the Security Architecture Work Group should review the password standard and provide recommendation for a revised standard to address this issue.

Mr. Weir moved to grant the waiver to the Department of Labor for 18 months. Ms. Decker seconded. Roll call vote: Horn-Yes, Langer-Yes, Weir-Yes, and Decker-Yes,. Results: Yes-4, No-0, Abstained-0. Motion carried.

ELECTION - TECHNICAL PANEL CHAIR FOR 2011

Ms. Decker moved to nominate Walter Weir to serve as 2011 Chair of the Technical Panel. Mr. Langer seconded. Roll call vote: Weir-Yes, Langer-Yes, Horn-Yes, and Decker-Yes. Results: Yes-4, No-0, Abstained-0. Motion carried.

REGULAR INFORMATIONAL ITEMS AND WORK GROUP UPDATES

(as needed)

Accessibility of Information Technology Work Group, Christy Horn. The work group has not met due to Ms. Horn's efforts to address accessibility issues with the NeSIS and the distance education initiatives.

Learning Management System Standards Work Group, Kirk Langer. No report.

Security Architecture Work Group, Brad Weakly. Governor Heineman signed a proclamation on October 7th for National Cyber Security Month. The Office of the CIO sent out Cyber Security awareness publications to over 130 state entities as well as shared this information on the OCIO website. He has received a lot of positive feedback. A presentation on cyber security was provided to the State Retirement Systems Office.

OTHER BUSINESS

Mr. Weir distributed information about [GPN2011: The Great Plains Network Annual Meeting](#) to be held June 1-3, 2011 in Kansas City, Missouri.

ADJOURN

The next meeting of the NITC Technical Panel will be held in January.

With no further business, Ms. Decker moved to adjourn. Mr. Langer seconded. All were in favor. Motion carried.